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## TRAINING PROPOSAL

**Title:** Community Entry and Needs Assessment

**Participants:** Coordinators and Team Presidents of CWTS Unit of NSTP

**Date:** January 27, 2024

**Venue:** Pavilion Glass Room, VSU, Baybay City, Leyte

### Rationale

Civic Welfare Training Service (CWTS) is one of the three program components of the National Service Training Program (NSTP) established under Republic Act 9163. CWTS covers programs or activities that will add improvement to the common wellbeing for members of the community or its facilities. It aims to instill among the students: **citizenship, volunteerism, and career exploration and development**. The CWTS students need to complete two semesters of CWTS as a requirement for graduation. The teacher has to inculcate to the students that, being scholars of the country, they have to volunteer their services to the people and to the country in general. This is to show appreciation for the people's support for their quality tertiary education. Thus, there is integration of civic and social values in the course. What makes teaching CWTS challenging and exciting is that the teacher will have to introduce the student to the community. Hence, the teacher prepares the students to do community work needed by the public and makes them aware of the different paths they can take in their respective degree programs.

This proposed training is in-line with VSU's Strategic Plan 2017-2027 which states that "VSU aims to continuously upgrade its pool of faculty members to improve their competitive stance in terms of teaching effectiveness, research productivity, and delivery of quality extension services". In a unit like **NSTP Office** which is task to deliver the mandate of RA 9163 with no organic faculty to teach the learning modules, tapping the brave and patriotic faculty to facilitate and render services during Saturdays is a continuous process. When new pool of coordinators commits to the endeavor, the need to train in doing community entry and needs assessment is a must to facilitate seamless and successful community experience. Community entry and needs assessment workshop is a must to orient coordinators and team officers.

### Objectives

- At the end of the training, the CWTS Coordinators will be able to:
1. Understand basic community organizational processes and mobilizations
  2. Orient on community entry protocol.
  3. Conduct community need assessment
  4. Write project proposal

The training will be composed of lecturettes, plenary discussions on community entry and needs assessment and series of activities and workshops. Role playing and action planning will also be done to facilitate in integrating logframe in the research.

The CWTS Unit identified the most appropriate resource person who can train community entry and needs assessment in the person of **Mr. Joy A. Bellen**, the extension coordinator of the DTE and currently the director of NSTP office. The resource person has several trainings relative to the topic as an extension coordinator and has trained DepEd teachers on using participatory tools in action research.

### Resources Needed

Projector, Laptop, assorted colored cartolina, pens, papers, crayons, scissors, sound system and other basic needs for training.

### Expected Outcome

Trained CWTS coordinators will develop and enhance skills in conducting community entry and needs assessment and writing project proposals.

### Budget Proposal

| Particulars                                                                                                                                     | Cost in peso (Php) |
|-------------------------------------------------------------------------------------------------------------------------------------------------|--------------------|
| Rental of Venue (Pavilion Glass Room)                                                                                                           | 2,500.00           |
| Meals for participants and resource person<br>32 persons (1 resource person, 15 CWTS coordinators,<br>16 team presidents for 2 snacks, 1 lunch) | 11,520.00          |
| Office supplies & materials                                                                                                                     | 1,500.00           |
| <b>TOTAL</b>                                                                                                                                    | <b>P 15,520.00</b> |

Prepared by:

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Availability of funds:

**LOUELLA C. AMPAC**  
Director, Financial Management

Approved:

**DANIEL LESLIE S. TAN**  
OIC, President